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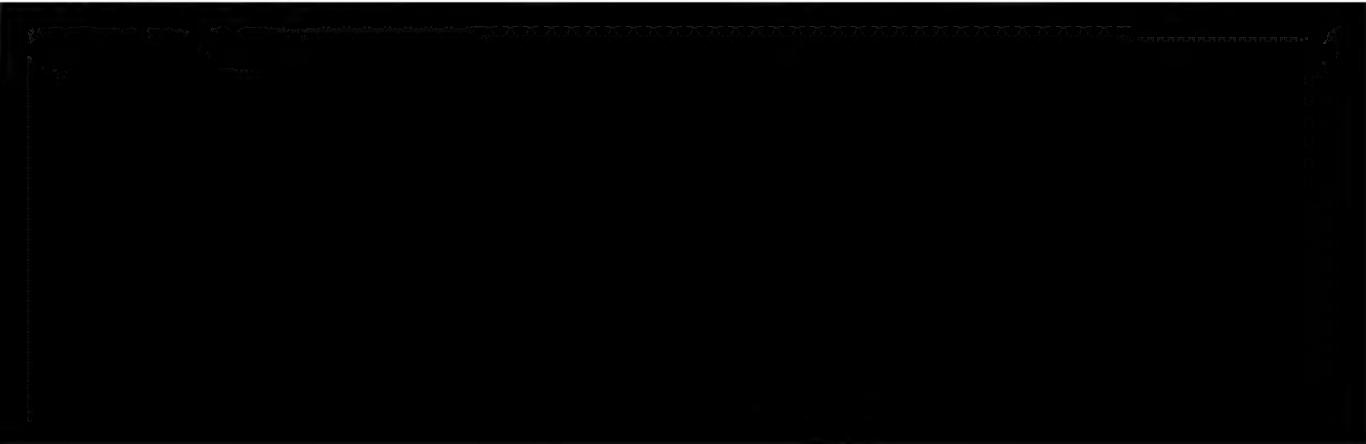
18 September 1953

MEMORANDUM FOR: Acting Deputy, Director (Administration)

SUBJECT: Weekly Report for Week Ending 18 September 1953

25X1C4a

1. General



b. Submission of Material Requirements - (continued item)

25X1A  
Coordination has been effected with the DD/P in regard to the proposed instructions for the forecasting of material requirements. These instructions will be published [redacted] upon receipt of final concurrence of all interested Offices and Staffs.

25X1A9a 2. Projects and Studies in Process

a. Proprietary Projects - (continued item)

25X1A2g Mr. [redacted] Procurement Representative from the Logistics Office in the review of Project [redacted] will spend the week of 21 Sept. thru 25 Sept. 1953  
25X1A6a at the [redacted] office of the above project. The purpose of Mr. [redacted] visit will be to review procurement aspects of this activity.  
25X1A9a

b. Production of 7.92 [redacted] Ammunition - (new item)

25X1A  
A study has been initiated to re-evaluate Agency requirements for the above items in view of the present stockpiling concept. The primary purpose of this study will be to determine the advisability and feasibility of terminating present production contracts without excessive loss to the Agency.

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25X1C                    c. World-wide Stocks - (new item)

A study has been initiated to determine the position of Agency stocks with particular emphasis in the redistribution of any excesses which exist by area. Requirements will be computed on the basis of [REDACTED] and current approved personnel strengths.

25X1A6a                d. Requirements for [REDACTED] - (continued item)

25X1A2g                The requirements for [REDACTED] have been compared with the inventories from [REDACTED]. All items listed in the June, 1952 inventory could be utilized at [REDACTED]. Current inventories from [REDACTED] are expected this week and upon receipt another comparison will be made. This information has been forwarded to the Training Officer in route to [REDACTED]

25X1A6a                25X1A

25X1A2g                25X1A2g

3. Staff Items of Interest

25X1A6a                a. Distribution of SCOP-53 - (new and completed item)

Received information from SR, [REDACTED] that the distribution of SCOP-53 to the Military Assistance Advisory Group unit in that area creates a potential security hazard. Radio indicated that G-2, Army in the Caribbean would forward message to G-4, Department of the Army, Washington. This information was passed to G-4. G-4 indicated that they would contact this office when the above message was received.

25X1A5a2                b. Cleared Contact in General Services Administration - (new and completed)

Arrangements have been made with GSA to have a cleared source who will process CIA requests for catalogs, prices, availability and other information. The establishment of this contact will permit the Logistics Office to furnish data more effectively.

25X1A5a2                c. Multiple Link System - (completed item)

The long standing difficulty in regard to the Letter of Intent between CIA and [REDACTED] for the procurement of Ultra High Frequency Systems has been resolved on a satisfactory basis. The original quotation of \$222,421. for this contract has been reduced to \$197,864. This reduction was achieved by reducing the general and administrative overhead of [REDACTED] from 14.6% as originally quoted to 6.0% and the indirect factory expense from 150% to 140%. Complete negotiation is anticipated in the near future.

25X1A5a2                4. Administration

25X1A                a. Agency Regulations - (continued item)

Agreement has been reached with the Regulations Control Staff in the publication of revisions of existing Regulations; [REDACTED]. The purpose of these revisions will be to clarify certain areas of joint responsibility with other components of the Agency.

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b. Budget - (continued item)

(1) The supplemental FY-55 budget for the Logistics Office was submitted to the Comptroller on 12 September 1953.

(2) The allotment of funds for FY-54 will be issued to the Logistics Office by the Comptroller on Friday, 18 September 1953. These allotments will supersede the obligational authorities granted by the tentative fund allocations for July and August 1953.

c. Personnel Report - (new item)

The on duty strength report for the Logistics Office as of 16 Sept. 1953

25X9A2 is [REDACTED]

d. Basic Intelligence Course (SUP) - (continued item)

The Logistics Office presentation for the Administrative Course will be given on Friday, 18 September 1953 at 1400 hours.

e. Human Resources Training Program - (continued item)

This course will be conducted at the [REDACTED] Warehouse during the week of 28 September 1953 for supervisors.

25X1A6a 5. Transportation Division

a. Operational Statistics, Week Ending 17 September 1953 - (continued item)

- (1) Tonnage Moved - 11 tons
- (2) Total Truck Mileage - 4,528 miles
- (3) Total Air Shipments - 16
- (4) Total Sea and Rail Shipments - 85

b. Emergency Shipment - (new and completed item)

On 11 Sept. 1953, SR Division requested delivery on 14 Sept. 1953 of a special shipment to Europe. All necessary documents were prepared and coordinated, the item checked and delivered to Idlewild International Airport for departure on 13 September 1953. Item was delivered as requested.

[REDACTED]

X1C15a 6. Supply Division

a. Supply Economy Program - (continued item)

(1) The total estimated value of material returned to storage as a result of the economy program now approximates \$82,400.

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(2) Reports of inventory of Class A furniture have been received from 26 of the 33 offices requested to furnish this information. Present reports show a total of 273 Class A furniture "set-ups" and 304 personnel in grades GS-15 and above.

25X1A6a

b. Requisitions from the [REDACTED] Depot - (new and completed item)

25X1A6a

[REDACTED] The Supply Division is now receiving requisitions direct from the Depot.

c. Arms Rehabilitation Program - (new and continued item)

25X1A6a

25X1A6a The [REDACTED] commenced operations on 27 July 1953. The Ordnance Inspector of the Division, presently on TDY to [REDACTED] is actively participating in getting the program underway. Weekly Activity Reports will be submitted on this program in the near future.

25X1C15a

7. Procurement Division

[REDACTED]  
could be eliminated by loading the cartridge with a more suitable powder. A letter will be forwarded by this Office giving the results of these tests to the manufacturer with indications that this ammunition is not in accordance with specifications and, therefore, is not acceptable to this Agency for use in automatic weapons.

25X1A5a2 b. Contract Documents and Requisitions - (continued item)  
(1) Contracts

Contractor	Commodity & Quantity	Dollar Value
[REDACTED]	20,000 lbs. plastic	\$ 17,400
	250 rls of photocopying paper	2,000

(2) Requisitions - By Division Branch

Brought Fwd.	Special Purch.	Military Purch.	Contract	Purchase Order	Total
3		9	72	236	320
Received	22	19	18	83	142
Completed	22	17	9	90	138
Pending	3	11	81	200	300
Am't. Oblig.					

25X1A5a2 c. Settlement - (continued)

25X1A5a2 Meetings were conducted and final settlement was made with [REDACTED] Corp. on two outstanding contracts. Settlement was made on one contract for \$87,477 or \$7,100 less than the original claim. Settlement of another contract was made for \$37,271 which was \$401 under the original claim. Final settlement documents have been prepared and forwarded through channels to the contractor for final acceptance.

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8. Real Estate and Construction Division

a. Projects

25X1A6a (1) [REDACTED] (Training) - (continued item) - The complete appraisal of houses required for dependents at this installation is being conducted to establish fair rentals.

25X1A6a (2) [REDACTED] Warehouse - (continued item) - The contract for additions in the amount of \$24,000. has been executed and copies forwarded to Fiscal. Funds for additional requirements in the amount of \$145,100 have been approved by the FRC.

25X1A b. Other Items of Interest

(1) This office has received information that minor damages in the power system at [REDACTED] were caused by a recent earthquake. Action will be taken to determine extent of damage repair to the power system as soon as possible.

25X1C4a (2) The [REDACTED] has advised this office that \$10,000 is available from the original construction fund of the two Agency-owned houses

25X1A6a in [REDACTED]

15/

[REDACTED]  
Acting Chief of Logistics

*GR*

LO/SS/ARL:mk (18 Sept. 1953)

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